

OVERVIEW OF BUDGET

DEPARTMENT: ECONOMIC AND COMMUNITY DEVELOPMENT
DIRECTOR: THOMAS R. LAURIN

	2003-04				
	Appropriation/ Requirement	Revenue	Local Cost	Fund Balance	Staffing
ECD Consolidated	62,479,653	45,674,109		16,805,544	61.0
Economic Promotion	780,751	-	780,751		2.0
Small Business Dev	200,107	40,000	160,107		4.0
TOTAL	63,460,511	45,714,109	940,858	16,805,544	67.0

BUDGET UNIT: ECONOMIC AND COMMUNITY DEVELOPMENT
CONSOLIDATED (SAR, SAS, SAT, SAU, SAV, SBA,
SBC, SBD, SBE, SBQ, SBR, SBT, SBW, SBZ, SCS, SDJ,
SDK, SDR)

I. GENERAL PROGRAM STATEMENT

Economic and Community Development is responsible for applying for and administering federal, state, and local grant funds allocated to the County of San Bernardino for housing, economic, and community development programs. Federal funds comprise a large percentage of the total monies included in the department's budget through Community Development Block Grant (CDBG), the Emergency Shelter Grant (ESG), Home Investment Partnership Grant (HOME), the Neighborhood Initiative Grant (NI), and the Economic Development Initiative Program (EDI) Grant.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Actual 2002-03	Budget 2003-04
Total Requirement	23,021,281	56,888,676	23,714,740	62,479,653
Total Revenue	27,223,213	41,540,670	25,026,053	45,674,109
Fund Balance		15,348,006		16,805,544
Budgeted Staffing		61.0		61.0

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. Most of ECD's revenue is from federally funded grants that are for longer than one year, thus revenue is under realized for each individual fiscal year, but totally realized over the period of the grants. The unexpended and unrealized amounts in 2002-03 have been carried over to the subsequent year's budget.

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

This budget remains at 61.0 budgeted staffing. An ECD Analyst II 1.0 budgeted staffing has been added to handle the additional workload due to the increase in funding and subsequent increase in Community Development Block Grant projects, this increase is offset by the deletion of 1.0 Educational Specialist due to workload reduction in the HOME section.

PROGRAM CHANGES

None.

ECONOMIC AND COMMUNITY DEVELOPMENT

GROUP: Economic Development/Public Service
DEPARTMENT: Economic and Community Development
FUND: Consolidated Special Revenue
(SAR, SAS, SAT, SAU, SAV, SBA, SBC, SBD, SBE, SBQ, SBR,
SBT, SBW, SBZ, SCS, SDJ, SDK, SDR)

FUNCTION: Public Assistance
ACTIVITY: Other Assistance

	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
Appropriation					
Salaries and Benefits	3,270,192.00	3,530,594	3,828,781	69,281	3,898,062
Services and Supplies	1,197,528.00	1,564,483	1,574,837	829,697	2,404,534
Grants/Direct Projects	16,155,866.00	48,281,576	48,281,576	3,606,071	51,887,647
Central Computer	51,123.00	51,187	34,249	-	34,249
Transfers	4,642,619	4,235,923	4,235,923	1,705,068	5,940,991
Total Exp Authority	25,317,328	57,663,763	57,955,366	6,210,117	64,165,483
Reimbursements	(2,202,751)	(3,436,155)	(3,436,155)	1,538,017	(1,898,138)
Total Appropriation	23,114,577	54,227,608	54,519,211	7,748,134	62,267,345
Operating Transfer Out	600,163	2,661,068	2,661,068	(2,448,760)	212,308
Total Requirements	23,714,740	56,888,676	57,180,279	5,299,374	62,479,653
Revenue					
Fines & Forfeitures	2,357	1,500	1,500	-	1,500
Taxes	16,583	31,983	31,983	(31,983)	-
Use of Money & Prop	776,499	629,099	629,099	206,354	835,453
State, Fed or Gov't Aid	17,326,715	33,586,270	33,877,873	1,561,138	35,439,011
Other Revenue	6,903,899	7,291,818	7,291,818	2,106,327	9,398,145
Total Revenue	25,026,053	41,540,670	41,832,273	3,841,836	45,674,109
Fund Balance		15,348,006	15,348,006	1,457,538	16,805,544
Budgeted Staffing		61.0	61.0	-	61.0

Total Changes Included in Board Approved Base Budget

Salaries and Benefits	189,936	Retirement.
	108,251	MOU.
	<u>298,187</u>	
Services and Supplies	11,115	Risk Management Liabilities.
	(761)	Incremental Change in EHAP.
	<u>10,354</u>	
Central Computer	<u>(16,938)</u>	
Revenue		
State, Fed or Gov't Aid	<u>291,603</u>	Increase in revenue to cover base year adjustments.
Total Requirement Change	291,603	
Total Revenue Change	291,603	
Total Fund Balance Change	-	
Total 2002-03 Requirement	56,888,676	
Total 2002-03 Revenue	41,540,670	
Total 2002-03 Fund Balance	15,348,006	
Total Base Budget Requirement	57,180,279	
Total Base Budget Revenue	41,832,273	
Total Base Budget Fund Balance	15,348,006	

ECONOMIC AND COMMUNITY DEVELOPMENT

Board Approved Changes to Base Budget		
Salaries and Benefits	69,281	Increase due to step increases and benefit changes.
Services and Supplies	46,080	Increase in ISD charges.
	(22,078)	Decrease in communication charges.
	256,116	Increase due to settlement payoff (SDJ).
	141,412	Increase in COWCAP charges.
	146,000	Increase for providing additional services due to increased funding (SBA).
	256,116	Increase in fund balance due to High Country Density Housing Settlements (SDJ).
	75,000	Increase in micro loan program professional services due to expense history (SBW).
	(10,576)	GASB 34 Accounting Change (EHAP).
	3,435	Increase in miscellaneous costs.
	(61,808)	Final fund balance adjustment.
	829,697	
Grants/Direct Projects	230,522	Increase for providing additional services due to increased funding (SDK).
	(140,433)	Decrease in HOME Program projects due to fund limit (SAS).
	(94,172)	Decrease in Section 108 program projects (SBE).
	742,267	Increase in business expansion loans (SBR).
	6,216,532	Increase in Neighborhood Initiative Program (NIP) grant expenditures for acquisition and rehab of homes (SAR).
	867,384	Increase in small business revolving loans (SBW).
	2,212,755	Increase in CDBG projects due to grant increase and fund reallocations from SBT (SBA).
	(1,632,552)	Decrease in acquisition and rehab loans due to fund allocation trans. (SBT).
	(77,000)	Decrease in Economic Development Initiative (EDI) grant projects due to current year expenditure history (SCS).
	21,541	Increase in miscellaneous costs.
	(4,740,773)	Final fund balance adjustment.
	3,606,071	
Transfers	1,706,458	Moved from operating transfers due to accounting change of object codes.
	10,576	GASB 34 Accounting Change (EHAP).
	(11,966)	Final fund balance adjustment.
	1,705,068	
Reimbursements	950,636	Reduction of reimbursement for salaries allocated to ECD programs based on actuals.
	209,952	Reduction of reimbursement for services and supplies allocated to ECD programs and county departments based on
	377,429	Final fund balance adjustment.
	1,538,017	
Total Appropriation	7,748,134	
Operating Transfers	(1,706,458)	Moved to transfers due to accounting changes of object codes.
	(742,302)	Decrease in costs allocated to ECD programs.
	(2,448,760)	
Total Requirement	5,299,374	
Revenue		
Taxes	(31,983)	Reduction of special assessment tax receipts for current and prior years.
Use of Money & Prop	207,501	Increase interest from business expansion loans and Section 108 loans (SBR, SBE).
	(1,147)	Final fund balance adjustment.
	206,354	
State, Fed or Gov't Aid	1,705,000	Increase in funds from CDBG (SBA).
	(1,133,058)	Decrease in HOME funds (SAS).
	820,313	Increase in CDBG administration funding based on actuals (SAU).
	964,802	Increase in miscellaneous project funding.
	(40,347)	Decrease in miscellaneous revenues.
	(800,000)	Decrease in available revolving loan funds (SAV).
	44,428	Final fund balance adjustment.
	1,561,138	
Other Revenue	1,000,000	Increase in NIP revenue from sales of HUD houses (SAR).
	275,000	Increase in revenue based upon actuals (SBW).
	300,000	Increase in CDBG revolving loans revenue (SAV).
	160,000	Increase in CDBG project income (SBA).
	250,000	Increase in CDBG revenue (SAU).
	100,000	Increase in CDBG housing acquisition revenue (SBT).
	21,327	Increase in miscellaneous revenues.
	2,106,327	
Total Revenue	3,841,836	
Fund Balance	1,457,538	